Approved For Release 2003/06/03: CIA-RDP80B01676R001700160014-4 MEMORATION MA: Expector of Central Intelligence : Apparation of fersonial durplus to the Hanagement JUNIET Analyst Category, Administration Career Service (a) (b) Heno from Do/S to DII ded 10 May 1951; Subject: REPERENCES Departation of Strolus Mentyement Analysts (e) Mano from DD/S to D/Pers Gtd 13 July 1961; Subject: Submission of Recommendation in Regard to Menagement Aralysts Condidered Carplus to the Needs of the Administration Corper Service 1. This mean render contains a successed tion for your approval. Such recommadation is contained in paragraph ". 2. Purposent to the provisions of the Deputy Director (Sup-25X1 port) in a menorandum dated 19 May 1 Kil (Neference (b)) recommended that year approve the separation of approximately ten individuals in the Management Analysis category of the Administration Career Service. Following your approval of this recommendation on 20 May 1951 one of these individuals files application for optional retirement, thereby reducing the statistical surplus from ten to nine. Action was then below in accordance with to iden-25X1 tify those individuals who should be proposed for separation as surplus to the requirements of the Administration Corecr Service. Specifically, the Deputy Director (Augport) appointed an Evaluation Panel from the Administration Career Board to assume responsibility for preparing a Relative Retention List for the Management Analyst cutegory. This Avaluation Panel prepared and submitted to the Deputy Mirector (Deputy) a Relative Retention List dated 1 June 1961. In his resorandur to me dated & June 1961 the Deputy Eirector (Support) stated that he had reviewed the Relative Retention List prepared by the Evaluation Fanel and was forwarding it without change to this office for further ection parament to 3. On 15 June 1361 I designated a Review Committee to review the Relative Retention List similted to me by the Deputy Director (Support). The Review Committee met and deliberated and on 21 June 1961 filed with me their report suggesting certain minor changes in the rankings proposed by the Deputy Director (Support). The report of the Review Committee was then forwarded to the Deputy Director (Support) who, in a senorandum to me dated 13 July 1961 (Reference (c)), recommended the semeration of the entire list of Management Analyets.

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SUBJECT: Separation of Personnel Carptis to the Sanagement Analyst Category, Administration Exceer Service

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the Deputy Director (Support), the indi- they had been designated surplus so the and on 26 July 1961 an exploration of r- Agency was initiated on their behalf as these persons have since been reassigned and one has been reassigned so the 54 2 duties as assigned by the Deputy Street since resigned. In the ressining two of	requirements of their Career Service, ressignment possibilities within the required by the Regulation. Four of it to other positions within the Agency evelopment Complement to perfors now or (Support). Two other persons have uses, namely, seem possibilities within the Agency recommend their separation from the Seguistion.	
in Agency employment tions, I recommend that you approve the ment under the provisions of dection 100	hrough reassignment to other posi- termination of their Agency employ-	
1947, as amended.		
ő e ivi sa	Mrector of Personnel	
Attachment: Caso File	్. కాముడ్ స్టాన్ కోల్స్ మే కోడ్లు ప్రాణక్కు ప్రాణక్కే సమయ్యే.	
CONCUL:		
	4. 4. DEC 196 1	
Gereral Counsel.	natural trade in the control of the effects with the problem and control of the c	
Signed C. P. CABELL	28 December 61	
Deputy Director of Central Intelligence	Date	

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Separation of Personal Surplies to the Hamagement Analyst

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Category, Administration General Service 25X1 furguent to the Airector of Personnel has recommended to me the separation of two employees identified as surplus to the needs of the Agency. I have reviewed this recommendation and determination of the employment of in the interests of the United States. Trier the authority of Section 102(0) of the National Security Act of 1547, as suanded, I hereby terminate the employment of the above individuals and authorize the Mrector of Personnel to establish the offective dates of their senaration, in accordance with the provisions 25X1 JAN 1962 SIGNED Director of Central Intelligence Date

Distribution:

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09/SA/D/Pers: la (22 Nov 61)

27 NOV 106: Exacute Reciency

MEMERINAM FOR: Director of Central Intelligence

SUBJECT

: Separation of Personnel Surplus to the Records

Officers Category, Aministration Career Service

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HEFININCES : (a)

(b) News first BB/B to BCI dtd 1; June 1961; Subject:

eparation of thirolis Recirds Officers

(c) News from in/s to D/Pers dtd 7 Feb 1961; Bubject: Automotion of Helative Resention list of Records Officers

1. This mesorandum confusing a recommendation for your approval. Sucrecommendation is contained in paragraph).

2. Fursuant to the provisions of | she Deputy Director (Support) in a memorandum dated 13 June 1961 (Reference (b)) recommended that you suprove the separation of five Records Officers in grades GS-9 through GS-15 from the Administration Career Service. Following your approval of this recommendation on 16 June 1961, action was taken in accordance with to identify those individuals the should be proposed for separation as surplus to the requirements of the Administration Career Service. Specifically, the Deputy Director (Sapport) by memorandum dated 7 July 1961 appointed an Evaluation Panel first the Administration Career Fourd to assume responsibility for preparing a Selative Retention List for the Records Officers category. This Evaluation Fanel proposed and submitted to the Deputy Director (Support) a Relative Estention List dated 14 July 1961. In his memorandum to me dated 20 July 1961, the Reputy Director (Support) stated that he was forwarding it without change to this office for further action as specified by the Regulation.

3. On 28 July 1961 I designated a Roview Committee to review the Relative Retention List submitted to see by the Departy Director (Support). The Review Committee met and deliberated and on 11 August 1961 filed with me their report which stated that they were in substantial agreement with the Relative Retention List as subsitted by the Deputy Director (Support). The Review Committee report was then forwarded to the Deputy Director (Support) who, in a memoranthm to me dated ? Suptember 1961 (Reference (e)), recommended the separation of the five Records Officers who were lowest on the Relative Retention List.

SUBJECT: Separation of Personnel Surplus to the Records Officers Category, Administration Career Service

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the Deputy Director (Support), the individual they had been designated as surplus to the Service and an exploration of reassignment was initiated on their behalf as required by persons has since been reserved from the sur (Support) due to the unanticipated resignation the remaining four cases, namely, bilities within the Agency were found and i their separation from the Agency in seconds.	requirements of their Career possibilities within the Agency y the Regulation. One of these plus list by the Daputy Director ion of another Records Officer. 25X1 t becomes necessary to recommend acce with the referenced Regulation.	1
5. It is my view that the procedures	required by have been 25X1	
and the state of t	18. 70/30 10 10 10 10 10 10 10 10 10 10 10 10 10	ĺ
in Agency	employment through reassignment mercye the termination of their	
Agency employment under the provisions of S Security Act of 1947, as americal.	ection 102(c) of the National	
āctina: 2	irector of Personnel	İ
Attachment: Casa File		
CONCUR:		:
The second of th	중에 500 1 961	1
Ceneral Counsel	Table	i
Signed C. P. CABELL	28 Dec 1961	
Deputy Director of Central Intelligence	Date	

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Walkin Separation of Personnel Surplus Administration Corner Service	to the Hecords Officers Category,
the separation of four employees identified Agency. I have reviewed this recommend to	
	of the above individuals and their shift the of their
Director of Central Intelligence	2 JAN 1962
Matribution: Orig & 2 - D/Fere w/abt: 1 - DCI w/o att 1 - Occaral Counsel: 1 - DD/S 1 - Stayback	
	Parsuant to the Mirector of the separation of four employment dentified Agency. I have reviewed this recommentation of the employment the authority of Section 102(c) of the Indianated, I hereby terminate the employment authorize the Director of Personnel to est separation, in accordance with the provisional in erpretation interpretation in the provisional interpretation in the provisional

16 NOV 1961

MEMORANDUM FOR : Director of Central Intelligence

SUBJECT

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: Separation of Personnel Surplus to the Administrative

Officer Category, Administration Career Service

REFERENCES

: (a) Separation of Surplus Personnel (b) Nego from MD/S to NCI dtd 31 Mar 61; Subject:

Separation of Surplus Administrative Officers (c) Messo from DD/S to D/Pers dtd 13 July 61; Subject:

Submission of Recommendation in Regard to Administrative Officers Considered Surplus to the Administration Chreer Service

(d) Memo from DD/S to D/Pers dt4 26 Sep 61; Subject: Surplus Administrative Officers-Recommendation Relative to Separation Compensation

- 1. This memorandum contains a recommendation for your approval. Such recommendation is contained in paregraph 6.
- 2. Pursuant to the provisions of the Deputy Director (Suppost) in a memorandum dated 31 March 1961 (Reference (b)) recommended that you approve the separation of approximately seven members of the Administrative Officer category of the Administration Career Service. Following your approval of this recommendation on 6 April 1961 two Administrative Officers filed application for voluntary retirement, thereby reducing the statistical surplus from seven to five. Action was then taken in accordance with to identify those individuals who should be proposed for separation as surplus to the requirements of the Administration Career Service. Specifically, on 13 April 1961 the Deputy Director (Support) appointed a special evaluation panel charged with the responsibility for preparing a Melative Retention List for the Administrative Officer category of the Administration Career Service. This special evaluation pagel on 12 May 1361 submitted to the Deputy Director (Support) a Relative Retention List for the Administrative Officer category prepared in accordance with Reference (a). In his measurandum to me dated 31 May 1961 the Deputy Director (Support) stated that he had reviewed the Relative Retention List piepared by the special evaluation panel, had nade some revisions therein, and was forwarding both the panel's ranking and his own ranking to this office for further action pursuant to the Regulation.
- 3. On 1 June 1961 I designated a Moview Committee to review the Relative Retention List submitted to me by the Deputy Director (Support). The Review Committee met and deliberated and on 14 June 1961 filed with me their report suggesting certain changes in the rankings proposed by the Deputy Director (Support). The report of the Review Committee was then forwarded to the Deputy Director (Support) and in a memorandum to me dated 13 July 1961 (Reference (c)) the Deputy Director (Support) recommended the separation of five Administrative Officers.

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SUBJECT: Separation of Personnel Surplus to the Administrative Officer Category, Administration Career Service

4. Subsequent to the receipt by this office of the recommendation of the Deputy Director (Support), the individuals concerned, with one exception as noted below, were notified that they had been designated as surplus to the requirements of their Career Service, and an emploration of reassignment possibilities within the Agency was initiated in their behalf as required by the Regulation. Subsequently, two of the five individuals were reassigned to positions in a different Career Service. Further processing was deferred in one case pending the individual's release from the hospital and return to head-quarters. Since reassignment possibilities do not exist for the two remaining individuals, Messrs. Ritzert and Euchelli, it becomes necessary to recommend their separation from the Agency in accordance with the referenced Regulation.
5. Pursuant to the provisions of "Separation Compensation,"
the Deputy Director (Support) in his memorandum dated 28 September 1961 recom-
mended that be granted the maximum Separation Compensation Allowance. The Deputy Director (Support) stated his belief that
the work history of each of these individuals is consistent with the provi-
sions set forth in this Regulation and that they should
therefore be considered favorably for this allowance. I have reviewed the
nature and circumstances of the Agency assignments of these individuals with
an informal advisory group and am of the opinion that the payment of the maxi-
mum Separation Compensation Allowance in both instances is consistent with the
provisions of the pertinent Regulation.
6. It is my view that the procedures required by have been complied with in this case. Since it is not possible to retain Messrs. in Agency employment through reassignment to other posi-
tions, I recommend that you approve the termination of their Agency employ-
ment under the provisions of Section 102(c) of the Mational Security Act of
1947, as smended. I also recommend that you authorize the payment of maximum
Separation Compensation Allowances to in accord-
ance with the provisions of
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Attachment: Case Fale

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CONCUR:		
Genera	15/ 1 Counsel	/6 200-6/ Date
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Pursuant to the separation of tw	the Director of I	Personnel has recommended to surplus to the needs of t
Agency. I have revi	eved this recommendation	and determine that termine is advisable
the interests of the		e authority of Section 10:
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ER 61 - 9624
EYES ONLY - SEPARATION OF PERSONNEL SURPLUS TO Administrative Officer
           Category, Administration Career Service
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Signed by J. A. McCone 11 Dec 1961
Distribution:
O & 2 D/Personnel w/ Case file via Special Courier. 14 Dec 61
1 cc DCI (Admin. O. Files)
1 cc DDCI (Destroyed by
lcc OGC sealed via ER 14 Dec 61
lcc DD/S (Sealed-Bummy Copy by hand HS)
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DDS - 61-4329
ER - 62-68
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EYES ONLY * Separation of Personnel Surplus to the Records Officers
            Category, Administration Career Service
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Signed by DCI - John M. McCone 2 January 1962
Concurred by Lawrence R. Houston, OGC 14 Dec 61
         " C. P. Cabell, DDCI 28 Dec 61
Distribution: 4 January 62
Orig & 2 cc Personnel w/Case File
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ER 62-69
SECRET
EYES ONLY - Separation of Personnel Surplus to the Management Analyst
            Category. Administration Career Service
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Signed by DCI - John A. McCone 2 January 1962
Concurred by Lawrence R. Houston, OGC 14 Dec 61
Concurred by C. P. Cabell, DDCI 28 Dec 61
Distribution: 4 Jan 62
Orig & 2 cc Personnel w/Case File
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(No info given to ER)
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